

*City of Alexandria, Virginia*

## MEMORANDUM

DATE: MARCH 19, 2008

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: BUDGET MEMO #39 : PLANS FOR FUTURE EXPANSION SPACE  
AT THE NEW ALEXANDRIA POLICE FACILITY

---

This memorandum is in response to Councilman Krupicka's request to provide, in more detail, the plans for future expansion space at the new Alexandria Police Department facility, particularly in relation to cost, number of personnel, and possible interim uses.

Part of the planning process for the new Police facility has always included consideration of space for future on-site expansion. We consider this to be proactive based, in part, on the growth we have seen in the Police Department in the past 10 years, as well as projections provided in a study performed by the International Association of Chiefs of Police (IACP) which indicate that staff growth will continue, at the average rate of 2% per year, through 2024.

Council will recall that by the time the Police Department moved into the Public Safety Center over 20 years ago, the facility was filled and there was no expansion space. When we began planning the new building we assured Council that we would not let this happen again.

The currently planned facility is approximately 119,000 square feet and designed for a personnel complement of 502. Included in this space allocation is space for public functions as well as a co-located police and fire emergency communications center. An expansion "footprint" of 8,000 square feet is provided for in the site plan submission. This footprint provides site space for future building expansion of 32,000 square feet, plus or minus, on campus, when or if additional space should become necessary (8,000sf x 4 levels). This space, based on current average space calculations and assumptions will be sufficient to house approximately 145 additional police personnel in the future, effectively allowing for 28% growth in staffing.

There are no plans to build out the space designated for expansion at this time. The estimated cost, if we were to build the space now, is approximately \$13 million exclusive of additional parking requirements. If the decision is made to restart the public process to identify and introduce an additional public agency interim use element, there would be a significant time delay in completing the project. Such a plan would also require a revised

SUP and design process and the entire rethinking of the site organization. This could easily take a year or more. As we have advised Council, the current Police leased space is not available indefinitely. If we had to move Police functions to different leased space, if available, to provide added time to reconfigure the buildings on the Wheeler Avenue site, we would have to expend additional funds for this re-location.

Possible interim uses for non-programmed space could and should be considered at the time that it is determined that the expansion space should be built out. It could be, at that time in the future, the Police Department would not require the entire additional 32,000 square feet, but that in the interest of leveraging construction dollars it would be best to build out the expansion in its entirety. Whatever space was not required for use by the expanding police force would be considered for alternative interim uses. Once again the security needed for the Police Department would limit the potential other uses on site. In addition, we have promised the community that we would not add new City departments or functions on the site that generate large numbers of visitors or clients.